DRAFT M I N U T E S
SPECIAL MEETING
DISTRICT BOARD OF TRUSTEES
GULF COAST STATE COLLEGE
December 13, 2024

William C. Cramer, Jr., Seminar Room, 9:00 AM

Members Present	Bill Cramer, Jr. (presiding), Tricia Berry, Boyd K. Bulger, David Powell, Floyd D. Skinner, Joe K. Tannehill, Jr., Caroline Windham, Holly Melzer
Absent	
Others Present	Mr. Glen McDonald, President, Dr. Holly Kuehner, Vice-President, Academic Affairs

1. Call to Order

1.1 Mr. Cramer called the meeting to order at 9:00 a.m.

2. Welcome to Guests

2.1 Chair Cramer welcomed everyone to the special meeting and noted the next Board Meeting of the District Board of Trustees, is being held on Thursday, January 23, 2025, at 10:00 a.m., William C. Cramer, Jr., Seminar Room.

3. Consent Items

3.1 Approval of Minutes of the Regular Meeting of November 21, 2024.

3.2 Approval of Minutes Special Meeting, Approve Architect for Nursing Simulation Project, December 4, 2024.

3.3 Approval of Minutes Special Meeting, Selection of Shortlist Architect firms for Gulf/Franklin Campus, Multi-Purpose Classroom and Emergency Shelter Project, December 4, 2024.

Mr. Skinner moved to accept consent agenda items **3.1 through 3.3** as presented. Mr. Powell Seconded, and the vote was recorded as follows: Berry, aye; Bulger, aye; De La Rosa, aye; Hall, aye; Tannehill, aye; Windham, aye; and Cramer, aye. Motion carries.

4. Action Items

4.1 Recommendation to Award Architectural Services Contract for Panama City Campus Nursing Simulation Center to Destin Architectural Group (DAG).

After a failed contract negotiation with the first ranked architectural firm, the Capital Planning and Facilities Committee reconvened on December 4, 2024 and selected the second ranked firm, DAG Architects. The committee recommended approval of the contract for $1,274,766.

Mr., Skinner moved to accept Recommendation to Award Architectural

Services Contract for Panama City Campus Nursing Simulation Center to DAG Architects as presented. Ms. Berry, seconded and the vote was recorded as follows: Bulger, aye; De La Rosa, aye; Hall, aye; Powell, aye; Tannehill, aye; Windham, aye, and Cramer aye, Motion carries.

4.2 Recommendation of Approval of Shortlist of architectural firms for the Gulf Franklin Campus, Multi-Purpose Classroom and Shelter Project.

The Capital Planning and Facilities Committee met in a second meeting on December 4, 2024 to shortlist firms for design services for the Gulf/Franklin Campus Multi-Purpose Classroom and Emergency Shelter.

After ranking all four firms, the Committee agreed to invite the three highest ranked firms to present prior to the January 23, 2025 board meeting. The tops three shortlist firms:

1. DAG (Destin Architectural Group)
2. VBA Design
3. ALW (Architects Lewis & Whitlock)

Mr. Tannehill moved to accept the Recommendation of Approval of Shortlist of firms for the Gulf Franklin Campus, Multi-Purpose Classroom and Shelter Project, as presented. Ms. Berry, seconded and the vote was recorded as follows: Bulger, aye; De La Rosa, aye; Hall, aye; Powell, aye; Skinner, aye; Windham, aye and Cramer, aye. Motion carries.

4.3 Recommendation of Approval to Issue Purchase Orders Utilizing Deferred Maintenance Funds for HVAC, Roofing and Irrigation Repairs.

The college received Federal Stimulus funds to cover eligible repairs and improvements. The original amount was to fund six (6) projects and most all funds are either expended or obligated by the December 31,2024 as required. The college requested a budget realignment of the funds to account for projects that came in under or above the original estimates. As the college received approval of all budget realignment requests, a recommendation of approval to issue purchase orders for the following:

Roofing repairs and improvements to the Language and Literature Building, Health Sciences Building, Administration Building, and the Charles Hilton Center per the attached Weatherproofing Technologies, Inc. Proposal #5065886, an E&I Cooperative Competitively-Bid Contract - $339,950.57

Repairs and upgrades to HVAC systems in the Amelia Tapper Center, Natatorium, and Rosenwald Classroom Building per the attached WTI Pure Air Services, Inc. Proposal #5065886, an E&I Cooperative Competitively-Bid Contract - $656,196.17

Repairs and upgrades to Pump House and irrigation systems per the attached Ferguson Proposal #B104618, an E&I Cooperative

Competitively-Bid Contract - $129,822.08

Estimated additional related supplies to be purchased directly by college. $ 40,022.12

Total: $1,165,990.94

Ms. Windham moved to accept Recommendation of Approval to Issue Purchase Orders Utilizing Deferred Maintenance Funds for HVAC, Roofing and Irrigation Repairs, as presented. Mr. Powell seconded and the vote was recorded as follows: Berry, aye; Bulger, aye; De La Rosa, aye; Hall, aye; Skinner, aye; Tannehill, aye, and Cramer, aye. Motion carries.

5. Adjournment **5.1**

The special meeting was adjourned at 9:11 a.m.

Secretary

Chair, District Board of Trustees